

GUEST POLICY

We encourage you to have family and friends visit you frequently. However, their visits are subject to certain policies intended to protect all residents' quiet enjoyment of the Community and to assure that one resident's guests do not unduly burden other residents or interfere with the Community's programs. These policies include the following:

- All visitors must sign in and out at the front desk when entering or leaving the Community.
- For the protection of all of the Community's residents and staff, all guests must be free of contagious disease.
- Children must not play in the hallways, stairwells, elevators, or any other place that may be dangerous. Children must be accompanied by an adult who is capable of supervising them at all times.
- Your guests are encouraged to accompany you to activities at the Community and to participate in those activities, provided the Executive Director receives reasonable notice of their participation and you (or your guests) pay any applicable fee for the activity. However, your guests may not participate in activities at the Community unaccompanied by you without the Executive Director's advance consent.
- For their protection, your guests must not enter any rooms or other areas (such as boiler rooms and kitchens) where residents are not allowed access. Likewise, your guests shall not enter other residents' units without their permission.
- Before any visitor stays in your Apartment overnight, you must notify the Executive Director in writing. Your guests may stay with you in your unit for a maximum of five (5) consecutive days and ten (10) days per calendar year. (There is no carry-forward of unused days in any calendar year.) Any stay beyond this period will be allowed only with the Executive Director's prior approval. There will be a guest accommodation fee for any such extended stay.
- Your guests may not live in your unit while you are absent from the Community.
- Provider may maintain a unit for overnight guests. Your guests are welcome to use the unit, space permitting, for a maximum of seven (7) consecutive nights and fourteen (14) days per year. Because of limited availability, we recommend that you reserve the unit as soon as you become aware of your guests' plans. There is a nightly charge for use of the unit. Meals are additional.
- Laundry facilities (if any) at the Community are for the use of residents only. If your guests require laundry services, please contact our Administrative office. Laundry services will be provided to your guests for a fee.
- Your guests are welcome to accompany you to meals at the Community; however, we request that you give the Dining Service Department reasonable advance notice of guest meals. (Greater notice may be required for holiday meals and special events.) You will be required to pay for all guest meals at the rates set forth in the Community's current fee schedule.

- The Community reserves the right to charge you extra fees if additional or more thorough housekeeping or maintenance is required as a result of your guests' visits.
 - All guests must conduct themselves in a manner that does not jeopardize the health or safety of others at the Community or interfere with their quiet enjoyment of the premises. If the Community determines, in its sole discretion, that any guest does not meet these requirements, that person will be required to leave the premises immediately.
 - In order to respect the privacy and dignity of our residents, guests may not photograph or videotape other residents without consent from those residents or their responsible parties. If a guest wishes to publish photos or video on websites or other social media sites they assume full responsibility for obtaining permission from all included residents and staff.
 - Residents are responsible for the conduct of their guests. The Community will have zero tolerance for any guest who is abusive to or threatens any resident or staff member; who fails to follow the House Rules or who otherwise creates an unsafe condition. Any such guest will be asked to leave the premises immediately. Depending on the circumstances, the Community may also contact the local law enforcement agency.
 - The Community may develop additional policies, as it deems appropriate, to help assure that guests do not become a disturbance or burden to others at the Community.
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